

1. Can you please share the list of attendees at the pre-proposal conference?

Attached is a list of attendees at the pre-proposal conference

2. Section B, pg. 2 & 3: Should we include in the price and project organization chart other staff members than the Sr. Manager, Project Manager & Functional Area Expert? Our team may be stronger with more staff than these based on the scope of work requested, such as database specialists, business analysts and trainers.

For the purposes of performing the scope of work in section C and the deliverables in Section F, the contractor may include any mix of personnel it determines appropriate for the successful completion of the project and the price should be included in the appropriate line in section B.

The Sr. Manager, Project Manager and Functional Area Expert listed separately in Section B are personnel that the District may need for providing additional services during the term of the contract. See addendum No. 3.

3. Section C, pg. 7: Can we take a train-the-trainer approach to training the 400 staff? Or, additionally or alternatively, could a web-based training be proposed? If neither option is available, can you provide an average estimate of how many staff could be assembled at CFSA sites for each training session?

Both a train-the-trainer approach and web-based training are options to facilitate training approximately 400 staff. CFSA has one location capable of separately accommodating 35 staff in one location and 50 staff in another.

4. Section J, pg. 34: There are a number of required attachments listed in Section J, along with other required documents and statements listed elsewhere throughout the RFP (for example, acknowledgement of amendments, certificates of insurance, and legal status of offeror). Should these be placed under the "Other Required Documentation" section in the proposal format?

The required attachments listed in Section J along with the other required documents listed elsewhere in the RFP should be placed under the "Other Required Documentation" section in the proposal format.

5. Section L, pg. 39: Can resumes, quals, and other supporting information be placed into attachments outside of the 50pg limit? For resumes, can they be listed once comprehensively rather than separated by the proposal format?

Resumes and other supporting documentation maybe place outside the 50 page limit. Resumes may be listed once comprehensively rather than separated; however, the information must be provided in a clear and concise manner so as to

aid the District in clearly identifying information it needs to evaluate the technical proposal.

6. Section L, pg. 40: Is Experience and Past Performance and other required documentation part of the Technical Proposal? If so, is it included in the 50 pg limit?

Experience and Past Performance are a part of the Technical Proposal and included in the 50 page limit.

7. Section L, pg. 44: Are electronic copies required? If so, how should it be organized and submitted?

Electronic copies of proposals should mirror the hard copy technical proposals submitted and should be in accordance with the provisions of Section L15.

8. Are the George Washington University and Casey Foundation reports available?

The District will provide the reports to the successful contractor.

9. What vendor is supplying the third party billing system and will that vendor continue to provide this service or is the proposer to offer this service?

There is currently no third party billing agent. When Medicaid claiming resumes, a billing agent will be obtained.

10. What services are Public Consulting Group providing and will any of these services be in parallel with this contract?

Public Consulting Group is currently not providing any services to CFSA.

11. Develop and retain a database for a minimum for two years. The maximum length of the contract is 18 months, so should this limit be 18 months?

The timeframe for retaining the database is two years.

12. Will the vendor need to develop computer systems to collect the required information for billing? And if so, what are the functions of these systems?

The vendor will not need to develop computer systems to collect the required information for billing.

13. Page 34, List of Attachments, Could the forms be provided in Word format?

The forms are not available in Word Format.

14. Page 40, I.3.3.4, Point of contact for each relevant experience, Section 1.3.3.1 requests 4 references. Since a firm may have 10 to 20 relevant projects and since many of these projects have client staff who have retired, will we always have to provide a client contact for all of these projects in this section?

Contacts must be provided for the references.

15. Page 41, L.4.1, Price Proposal, For each CLIN, the number of hours, travel, equipment, etc. are to be provided. Please confirm that the price structure is fixed price by CLIN?

The contract is a fixed price contract; however, the contractor is required to submit information requested in the budget package. To obtain a copy go to www.cfsa.dc.gov. Click on Contracting Opportunities and locate the budget package in the Procurement Library section.

16. Page 4, section C.1 references DHCF FY04 and FY05 Medicaid cost report disallowances, can CFSA describe the nature of the disallowance and specific dollar amount that was disallowed?

“Documentation challenges” of both allowable costs and allowable services describes the nature of the disallowance. The specific dollar amount disallowed is not yet known, as CMS has yet to rule on the findings of the FY04 and FY05 Medicaid cost report audit final report.

17. Page 8, Section C.4.3 – does CFSA currently utilize/or plan to utilize a vendor to prepare their cost allocation plan and if so what is the name of that vendor?

During FY2009, CFSA did not have a CAP vendor. The successful bidder on this solicitation will be the CAP vendor. See section, C.4.3.1 which states, “The Contractor shall rewrite the CFSA Cost Allocation Plan and ensure that it meets federal standards (during the contract engagement), captures all reimbursable activities and costs, and maximizes federal revenue reimbursement”.

*** END ***